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Security Information

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JUL 2 1953

MEMORANDUM FOR: Special Assistant to the Deputy Director
(Administration)

ATTENTION: [REDACTED]

SUBJECT: Proposed Regulation [REDACTED] "Personnel Evaluation" 25X1A

This Office concurs in subject proposed Regulation for the Deputy Director (Plans) with the following exceptions:

a. It is believed that paragraph 5c(1) should be deleted since in many cases the supervisor would not be available, and the reports would of necessity have to be prepared by the person next in line. It appears that this person could as well assist the new supervisor in preparing the reports on an annual basis and eliminate the special report. Further, this would be a considerable work load on the supervisor being released or re-assigned, since it would be necessary that reports be prepared on all individuals under his supervision at one time rather than on a staggered basis when prepared annually.

b. It is recommended that this proposed Regulation, and particularly paragraphs 5c(2) and 5d(1), be referred to the Inspector General for concurrence, since it appears that these two paragraphs rescind CIA Notice [REDACTED] which calls for a narrative evaluation in lieu of a Personnel Evaluation Report upon an employee's reassignment to another major unit of organization.

25X1A

BY DIRECTION OF DD/P:

15/
[REDACTED]
Chief of Administration, DD/P

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cc: Executive Secretariat, DD/P